

AGENDA BILL APPROVAL FORM

Agenda Subject: Resolution No. 4473		Date: April 14, 2009
Department: Public Works	Attachments: Budget Status Sheet Resolution No. 4473	Budget Impact: \$ 0
Administrative Recommendation: City Council adopt Resolution No. 4473		
Background Summary: Amendment #2 to Consultant Agreement No. AG-C-310 with Carollo Engineers for Engineering Services on Project No. CP0704, Comprehensive Water plan modifies the agreement scope of services and increases the total agreement amount. Additional engineering services on this project include field investigation and hydraulic modeling; revisions to water system policies and criteria; water sales and production analysis; water demand forecasting; water resources evaluation and supply analysis; preliminary and draft capital improvement programs; and coordination, communication and meetings with City staff. The anticipated cost for this amendment is \$50,166, increasing the agreement total to \$494,570. A project increase of \$39,730 within the 430 Water Fund, 065 account will be necessary; however it will not require a budget adjustment since it is anticipated that the budgeted expenditures in the 065 account will not be exceeded this year. W0420-4 A3.16.9, O3.4.1.8 CP0704		
Reviewed by Council & Committees: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Arts Commission <input type="checkbox"/> Airport <input type="checkbox"/> Hearing Examiner <input type="checkbox"/> Human Services <input type="checkbox"/> Park Board <input type="checkbox"/> Planning Comm. </div> <div style="width: 45%;"> COUNCIL COMMITTEES: <input type="checkbox"/> Finance <input type="checkbox"/> Municipal Serv. <input checked="" type="checkbox"/> Planning & CD <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Other _____ </div> </div>		Reviewed by Departments & Divisions: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Building <input type="checkbox"/> Cemetery <input type="checkbox"/> Finance <input type="checkbox"/> Fire <input checked="" type="checkbox"/> Legal <input checked="" type="checkbox"/> Public Works </div> <div style="width: 45%;"> <input type="checkbox"/> M&O <input type="checkbox"/> Mayor <input type="checkbox"/> Parks <input type="checkbox"/> Planning <input type="checkbox"/> Police <input type="checkbox"/> Human Resources </div> </div>
Action: Committee Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Council Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Referred to _____ Until ____/____/____ Tabled _____ Until ____/____/____ <div style="text-align: right; margin-top: 5px;">Call for Public Hearing ____/____/____</div>		
Councilmember: Wagner		Staff: Dowdy
Meeting Date: April 20, 2009		Item Number: VIII.B.5

BUDGET STATUS SHEET

Project No: CP0704	Project Title: Comprehensive Water Plan
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Project Manager: Cynthia Lamothe

Initiation Date: _____
 Advertisement Date: _____
 Award Date: _____

- ☐ Project Initiation
☐ Permission to Advertise
☐ Contract Award
☒ Change Order Approval
☐ Contract Final Acceptance

Date: April 7, 2009

The "Future Years" column indicates the projected amount to be requested in future budgets.

Funds Budgeted (Funds Available)

Funding	Prior Years	2009	2010	Future Years	Total
430 Fund - Water	344,051	140,900	0		484,951
Total	344,051	140,900	0	0	484,951

Estimated Cost (Funds Needed)

Activity	Prior Years	2009	2010	Future Years	Total
Water Comp Plan	344,051	155,630	0		499,681
Management Reserve Fund		25,000	0		25,000
					0
Total	344,051	180,630	0	0	524,681

430 Water Budget Status

	Prior Years	2009	2010	Future Years	Total
*430 Funds Budgeted ()	(344,051)	(140,900)	0	0	(484,951)
430 Funds Needed	344,051	180,630	0	0	524,681
*430 Fund Project Contingency ()	0	0	0	0	0
430 Funds Required	0	39,730	0	0	39,730

*(#) in the Budget Status Sections indicates Money the City has available.

RESOLUTION NO. 4473

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AMENDMENT NO. 2 TO AGREEMENT FOR PROFESSIONAL SERVICES AG-C-310 BETWEEN THE CITY OF AUBURN AND CAROLLO ENGINEERS, PC, RELATED TO PROJECT NO. CP0704, COMPREHENSIVE WATER PLAN

WHEREAS, the City and Carollo Engineers, PC have previously entered into a professional services agreement AG-C-310 in the amount of \$444,404; and

WHEREAS, the original agreement was modified by Amendment No. 1 to extend the expiration date of the agreement to December 31, 2009; and

WHEREAS, the City wishes to modify the agreement scope of services and increase the total agreement amount to \$494,570.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, HEREBY RESOLVES as follows:

Section 1. Purpose. The Mayor and City Clerk of the City of Auburn are hereby authorized to execute Amendment No. 2 to Agreement for Professional Services No. AG-C-310 with Carollo Engineers, PC. A copy of said Amendment is attached hereto, denoted as Exhibit "1" and is made a part hereof as though set forth in full herein.

Section 2. Implementation. The Mayor of the City of Auburn is hereby authorized to implement such administrative procedures as may be necessary to carry out the directives of this resolution.

Section 3. Effective Date. This Resolution shall take effect and be in full force upon passage and signatures hereon.

Dated and Signed this _____ day of _____, 2009.

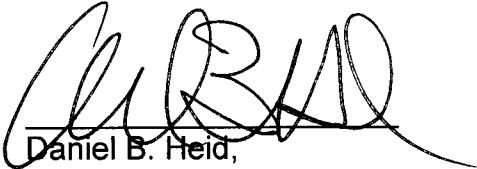
CITY OF AUBURN

PETER B. LEWIS
MAYOR

ATTEST:

Danielle E. Daskam,
City Clerk

APPROVED AS TO FORM:



Daniel B. Heid,
City Attorney

**AMENDMENT #2 TO AGREEMENT NO. AG-C-310 BETWEEN
THE CITY OF AUBURN AND CAROLLO ENGINEERS, PC**

THIS AMENDMENT is made and entered into this _____ day of _____, 2009, by and between the CITY OF AUBURN, a municipal corporation of the State of Washington (hereinafter referred to as the "CITY"), and CAROLLO ENGINEERS, PC, (hereinafter referred to as the "CONSULTANT"), as an Amendment to the Agreement between the parties for AG-C-310 executed on the 11th day of October, 2007, and amended by agreement dated 31st day of December, 2008.

The changes to the agreement are described as follows:

1. **CONTRACT TERM:** There is no change to the date of termination.
2. **SCOPE OF WORK:** See Exhibit A, which is attached hereto and by this reference made part of this Amendment.
3. **COMPENSATION:** The amount of this amendment is \$50,166. The total contract amount is increased to a total of \$494,570.

REMAINING TERMS UNCHANGED: That all other provisions of the Agreement between the parties for AG-C-310 executed on the 11th day of October, 2007, shall remain unchanged, and in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

CAROLLO ENGINEERS, PC

CITY OF AUBURN

By: _____
Authorized signature

Peter B. Lewis, Mayor

ATTEST (Optional):

ATTEST:

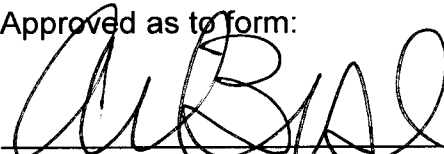
By: _____
Its: _____

Danielle E. Daskam, Auburn City Clerk

Approved as to form (Optional):

Approved as to form:

Attorney for (Other Party)



Daniel B. Heid, Auburn City Attorney

EXHIBIT A

SCOPE OF WORK

Amendment No. 2

City of Auburn Water Comprehensive Plan Update April 2009

Carollo Engineers

PROJECT DESCRIPTION AND PURPOSE

The following is a scope of work amendment for impacts to the project schedule and additional services performed during the development of the Water Comprehensive Plan Update (Comp Plan). The services were requested by City Staff.

SCOPE OF SERVICES AND TASKS

This amendment will consist of modifications to specific tasks in the original scope of services as follows:

Task 1 – Project Management

The original scope assumed the project would be completed by December 2008. The initial scope of services identified that “project timeline modifications may require project hour and budget modifications”. Additional effort on tasks throughout the project has delayed the completion date for final approval to December 2009.

Additional services include:

- Project coordination and communication with the City including: internal and external meetings, project file management, and status.
- Prepare and submit monthly activity reports showing current project status and identifying key issues or elements of the project that will need to be addressed.

Task 3 – Hydraulic Modeling and Analysis

The update of the current hydraulic model is necessary to identify projected deficiencies during the system analysis. This task has taken longer than anticipated due to the availability of the City's data. Specifically, the data needed additional facility review and input. Major improvements since the last plan were not complete on GIS data and inconsistencies between City field records and GIS data needed to be rectified. Specifically, additional effort was required in the Lakeland Hills Service Area and the Academy Service Area.

Task 5 - Level of Service/Policies

Roth Hill Engineering prepared the initial draft of this Chapter in 2007. The Policy and Criteria Chapter was revised by Carollo Engineers in 2008 per City Staff. Additional effort included the development of additional final drafts, a meeting with City Staff to discuss proposed changes, and final chapter re-formatting.

Task 6: Water Requirements

Carollo received data modifications with revised Sales and Production Data, Existing Accounts and Population projections from January to September of 2008. It was brought to the attention of City Staff that the production data was not in alignment with the sales data. The City staff researched the issue and submitted new data for the Carollo team. Additionally, the initial growth projections provided to the Carollo team did not match the current development trends for the City. The water demand forecast summarized in the Water Requirements Chapter was reanalyzed multiple times. Additional effort included the development of additional final drafts, a meeting with City Staff to review data, and final chapter re-formatting.

Task 7 – Existing System

The Carollo team toured the facilities with City Staff in early 2008. After the existing system facility technical memorandum was prepared, the City submitted multiple revisions to the City's water system components. Specifically, the pumping ability of each source was modified by City Staff, impacting the water resource evaluation, the model update and the system analysis. Additional effort included the development of additional Existing System sections, changes to the Storage and Water Supply analysis and final chapter re-formatting.

Task 8: Water Resources

The water supply analysis in the Water Resources task was expanded by City Staff to include a Water Supply Strategy for the City for the next 30 years. The initial task was based on using "existing City and Northwest Land and Water documents", however this data was not available for use. Additional effort included preparation and participation in internal City Staff team meetings, Public Works Committee work session (September 15) and Council of a Whole work session (September 29). Deliverables included PowerPoint presentations; Excel tables, team correspondence, and technical memoranda.

Task 11: Recommended Improvements

The City requested a draft Capital Improvement Program (CIP) in August of 2008, prior to the completion of the system analysis. The CIP was used to assist the City with their annual budgeting. This effort was not anticipated in the initial scope of services. The additional effort summarized the recommended improvements for the sources of supply, storage, distribution and transmission, and pressure zones with planning level project cost estimates in memo format.